

Minutes of the  
Dodge County Highway Committee Meeting  
May 7, 2020

**CALL TO ORDER:** The meeting of the Dodge County Highway Committee was called to order by Jeff Caine at 9:30 a.m. on May 7, 2020 in Rooms 1H and 1I of the Administration Building located at 127 E. Oak Street in Juneau.

**ROLL CALL AND NON-COMMITTEE MEMBER COUNTY BOARD SUPERVISOR**

**ATTENDANCE:** The following members were present – Jeffrey Caine, Richard Fink, David Frohling, and Dale Macheel. Jeff Berres was absent. There were no non-Committee County Board supervisors in attendance. Commissioner Brian Field, Assistant Commissioner Nathan Kempke, and County Board Chairman Russell Kottke were also present. County Administrator Jim Mielke and Patrol Superintendent Nate Minnig were present for part of the meeting.

**ELECT CHAIRMAN, VICE CHAIRMAN, AND SECRETARY OF THE HIGHWAY COMMITTEE:** Frohling nominated Caine for Highway Committee Chairman. Motion by Frohling and seconded by Macheel to close nominations and cast a unanimous ballot to elect Caine as Chairman. Motion carried.

Caine nominated Fink for Highway Committee Vice Chairman. Motion by Frohling and seconded by Caine to close nominations and cast a unanimous ballot to elect Fink as Highway Committee Vice Chairman. Motion carried.

Caine nominated Macheel for Highway Committee Secretary. Motion by Caine and seconded by Frohling to close nominations and cast a unanimous ballot to elect Macheel as Highway Committee Secretary. Motion carried.

**SET REGULAR MEETING DATE, PLACE, AND TIME:** Motion by Fink and seconded by Frohling to schedule Committee meetings the first Thursday of the month at 8:30 a.m. Motion carried.

**DISCUSS OPTIONS FOR DISTRIBUTION OF AGENDA AND PACKET:** It was the consensus of the Committee that all agendas and minutes will be distributed to the Committee members through the Dodge County email system.

**PUBLIC COMMENT:** There were no public comments.

**APPROVE MINUTES OF THE APRIL 2, 2020 MEETING:** Motion by Fink and seconded by Frohling to approve the minutes of April 2, 2020. Motion carried.

**COMMITTEE REPORTS:**

- Highway Condition/Safety Concerns – There were no concerns.

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**COMMISSIONER REPORTS:**

- HSIP Grant Application Consideration for CTH A at CTH W – The Committee discussed safety concerns at the intersection of CTH A and CTH W. Motion by Macheel and seconded by Fink to authorize Department staff to pursue a Highway Safety Improvement Program grant to research credible improvement options. Motion carried.

**PROJECT UPDATES:**

- HMA Paving Bid Results – Kempke reported that the Phase I hot mix asphalt contract was let to Northeast Asphalt for \$3,193,826.30. Material and installation specification options were discussed. No action was taken.
- Bituminous Materials for Sealcoat Bid Results – Kempke reported that the 2020 sealcoat contract has been let to H. G. Meigs for \$352,920.

**2020 AND 2021 BUDGET REVIEW:** The Committee discussed concerns with numerous revenue reductions in the future. Reductions in projects and equipment replacement schedules were discussed.

**WCHA ROAD SCHOOL SCHEDULE CHANGE:** It was the consensus of the Committee to participate in the road school event; however, no overnight stays or room reservations would be required.

**RURAL ROADSIDE VEGETATION HERBICIDE PILOT PROGRAM UPDATE:**

Minnig reported that a contractor recently applied herbicide to roadside vegetation adjacent to CTH KW as a pilot program to research the effectiveness of herbicides on invasive species and the costs associated with this approach.

**CONSIDER, DISCUSS, AND TAKE ACTION ON THE FOLLOWING:**

- 2020 Budget Amendment Resolution – Motion by Fink and seconded by Frohling to approve the budget amendment to transfer \$2.4 million from the Highway Fund Balance account to the Highway Department CTHS Road Construction account. Motion carried. A resolution will be presented to the County Board for review.
- Driveway Appeal on CTH Y – Motion by Macheel and seconded by Frohling to approve a highway access appeal on CTH Y. Motion carried.
- Multimodal Local Supplement (MLS) State Municipal Agreement for CTH DJ (CTH J – STH 60) Rehabilitation and Repaving Grant – Motion by Frohling and seconded by Fink to authorize the Commissioner to sign a state/municipal agreement to

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participate in the Multimodal Local Supplement grant program involving pavement improvements on CTH DJ (CTH J – STH 60). Motion carried.

- Coronavirus Aid Relief and Economic Security Act (CARES) Grant Application for Juneau Airport Projects and Expenses – Motion by Macheel and seconded by Fink to authorize the Commissioner to pursue airport grant funding through the Coronavirus Aid Relief and Economic Security Act. Motion carried.

**REVIEW EMERGENCY ROOF REPAIR OPTIONS ON AIRPORT HANGAR**

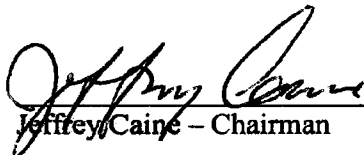
**BUILDING:** Field reported concerns with an emergency roofing failure occurring on the hangar building at the airport. More information will be shared when repair options are identified.

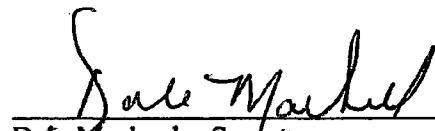
**DETERMINE NEXT MEETING DATE AND TIME:** The next meeting will be held at 8:30 a.m. on June 4<sup>th</sup>.

**FUTURE AGENDA ITEMS:** Airport roof repair options, HSIP grant application status, and Highway Department policy manual review.

**FIELD REVIEW:** There was no field review.

**ADJOURN:** The meeting adjourned at 11:25 a.m.

  
Jeffrey Caine – Chairman

  
Dale Macheel – Secretary

**Disclaimer:** The above minutes may be approved, amended, or corrected at the next Committee meeting.